

**SHARED ETHICS ADVISORY  
COMMISSION**  
Meeting Minutes  
January 20, 2021

Pledge and Call to Order

Dr. Weigel called the Zoom meeting to order at 8:32 a.m.

Introductions

In attendance were Commission members Calvin Bellamy, Rev. Jamie Ward, Julie McElmurry, Dr. Rich Weigel, Lynn Volkmann, John Bowker, Tim Huizenga, Merlin Foresman, Courtney Smith, Keith Burke, and Art Russell. Also included was Paula Carey, Janice Malinowski and Karen Marben. Flor Baum took the minutes.

Approval of Minutes

Motion: John Bowker; Second: Lynn Volkmann; and The Commission voted unanimously to accept the minutes of the November 2020 meeting as presented.

Financials

Rich presented on the 2020 Financial Report. The disbursements to date are \$1,726.92, mainly used for NIRPC staff support. The 2020 unused appropriations are \$33,603.67 and can be rolled over for 2021. The remaining balance is \$89,420.805, of which \$49,928.70 remains unassigned (unappropriated). No further action was needed.

**SEAC OLD BUSINESS**

Membership Updates

Cal reported on the status of commission members. Keith Burke from The City of Whiting was introduced. Keith has worked for the city since November 2020. Keith also has extensive background in human resource work and is interested in the Training Committee. Paula Carey was also introduced as a potential At-Large member. She is currently employed at Monosol as the Associate Director of Human Resources. Paula has previous involvement with the committee and is looking forward to being involved in SEAC.

Approval for Paula Carey to be an At-Large member

Motion: Cal Bellamy; Second: Julie McElmurry; and The Commission voted unanimously to accept Paula Carey as an At-Large member.

Courtney Smith will reach out to Town Manager Dave Cincoski regarding a potential Commissioner for Chesterton by the end of January.

Summit Update

Rich spoke on the Summit update. The date has been moved to September. Julie confirmed that Violet Sistovaris is available to be the keynote speaker in the Fall. Karen Marben suggested the event be moved to an outdoor venue, given the current situation of the COVID-19 pandemic. The committee discussed The Bulldog Park/Franciscan Pavillion (183 West St., Crown Point, IN) as an alternate location to hold The Summit. The venue includes a jumbotron and a pavilion. Food is not included; SEAC will have to provide a food vendor. The Pavillion area accommodates up to 1500, but may be less due to the pandemic. Karen will look into pricing, availability, and provide the committee with pictures. She also welcomed the committee to take a physical tour of the location. For further information, and to secure a date in the fall, she suggested that Rich and committee contact Diana Bossa at [dbosse@crownpoint.in.gov](mailto:dbosse@crownpoint.in.gov) or 219-662-3290.

#### Training Committee Update

Jamie Ward reported that a meeting is slated for late January to further discuss vendor research. The Train-the-Trainer model will continue to be used. A Board and Commission Training event is being considered for the Fall of 2021. Julie will create a draft of a municipal employee brochure over the next months, based on the Seattle brochure models received. Paula shared with the committee of her involvement with the Monosol Ethics Compliance Team. Her expertise will benefit the Training Committee and she will reach out to Jamie with Monosol's vendor information.

#### Communications Committee Update

Julie presented the draft 2021 SEAC Goals:

1. Host Ethics Summit.
2. Provide regular updates via the media on Commission activities and goals
3. Host Board & Commission Training.
4. Refresh our municipal employee ethics training curriculum.
5. Initiate actions to re-energize our member community trainers and host Train the Trainer training as needed.
6. Reconnect with member communities to encourage participation.
7. Focus on filling Commission vacancies and expanding Commission membership to municipalities who have yet to join, especially in LaPorte County.

#### Approval of 2021 Goals

Motion: Lynn Volkmann; Second: Courtney Smith; and The Commission voted unanimously to approve the 2021 Goals as presented.

Julie also presented the draft 2020 Annual Report that was sent to the SEAC prior to the meeting to review. Hard copies will not be provided this year. However, once approved Julie will send an updated PDF document via email for SEAC Commissioners to share with their community leaders. Cal agreed to work on an opinion piece after the annual report is approved to promote media coverage.

#### Approval of 2020 Annual Report

Motion: Courtney Smith; Second: John Bowker; and The Commission voted unanimously to approve The 2020 Annual Report.

**SEAC NEW BUSINESS**

Calvin Bellamy reported on the proposed Local Ethics Enforcement Mechanism update. SEAC has no involvement in the enforcement aspect if there is an ethical violation in the community. However, SEAC can provide ethical training. Cal and Julie had an informal meeting with Ed Charbonneau. Cal also had a virtual meeting with the Indiana Inspector General Lori Torres to either potentially further expand her responsibilities or have legislation empowering counties with an enforcement mechanism regarding ethical violation. Julie will email committee members the informal presentation from the Ed Charbonneau meeting.

**The next meeting is scheduled for March 17th. It is to be announced whether the meeting will be held virtually or in person.**

Adjournment

Motion: John Bowker; Second: Tim Huizenga; and Dr. Weigel adjourned the meeting at 9:27 a.m.

Submitted by: \_\_\_\_\_

Flor Maria Baum, Administrative Assistant, NIRPC